



ARTS AND CULTURE COMMISSION

Colleen Wilcox, Chair
Jade Bradbury
George Havelka
Penelope O'Neill

Shawn Charnaw, Vice-Chair
Mary Curtis
Jonathan Knowles
David Stonesifer

TOWN OF LOS GATOS ARTS AND CULTURE COMMISSION AGENDA

WEDNESDAY, FEBRUARY 10, 2010, 4:00 P.M.

**Los Gatos Adult Recreation Center
208 East Main Street
Los Gatos, California**

PARTICIPATION IN THE PUBLIC PROCESS

The Town of Los Gatos strongly encourages your active participation in the public process, which is the cornerstone of democracy. If you wish to speak to an item NOT on the agenda, you may do so during the "Verbal Communications" period. The time allocated to speakers may change to better facilitate the Arts and Culture Commission meeting.

The purpose of the Arts and Culture Commission meeting is to conduct the business of the community in an effective and efficient manner. This is done by following meeting guidelines set forth in State law and in the Town Code. Conduct which is considered disruptive during Arts and Culture Commission meetings includes, but is not limited to:

- Addressing the Arts and Culture Commission without first being recognized;
- Interrupting speakers, Arts and Culture Commission members, and Town staff;
- Continuing to speak after the allotted time has expired;
- Failing to relinquish the podium when directed to do so; and
- Repetitiously addressing the same subject.

For the benefit of the community, the Town of Los Gatos asks that you follow the Town's meeting guidelines while attending Arts and Culture Commission meetings and treat everyone with respect and dignity.

Writings related to an item on Arts and Culture Commission meeting agenda distributed to members of the Commission within 72 hours of the meeting are available for public review at the front desk of the Los Gatos Public Library, located at 110 E. Main Street and are also published on the on the official Town of Los Gatos website. Copies of desk items distributed to members of the Commission at the meeting are available for review in the Neighborhood Center at the front desk.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Community Services Department at (408) 354-6888. Notification 48 hours before the meeting will enable the Town to make reasonable arrangements to ensure accessibility to the meeting. [28 CFR 35, 102-35.104]

1. **ROLL CALL**
2. **APPROVAL OF JANUARY 13, 2010 MINUTES** (Attachment 1)
3. **COMMUNICATIONS**
Verbal (Three minute time limit per speaker for subjects not agendized)

Written
4. **STAFF REPORTS**
4.1 Status Report Regarding Commission "Retreat"; (Attachment 2)
Review Background Information
5. **NETWORKING THE ARTS** (Commissioner Reports)
6. **OTHER BUSINESS: Status Reports**
6.1 Art in the Council Chambers (Bradbury)

6.2 Public Art Committee

6.3 Appointment to Poet Laureate Selection Panel (Attachment 3)
7. **ADJOURNMENT**

Attachments

1. January 13, 2010 Minutes
2. Staff Report Regarding Retreat
3. Appointment to Poet Laureate Selection Panel

ATTENDANCE: Please contact the Commission Chair or the Community Services Department at (408) 354-6888 if you are unable to attend. The current Town Attendance Resolution states that any commissioner who is absent from four regular meetings held in a twelve month period, shall surrender his or her office on the Commission.



MEMORANDUM



Community Services Department

208 E. MAIN STREET
LOS GATOS, CA 95030

To: Arts and Culture Commission

From: Regina A. Falkner
Community Services Director

Subject: Retreat Planning

Date: February 4, 2010

As announced at the January Commission meeting, a Retreat planning meeting was held on January 26th. Participants included Chair Wilcox, Commissioners Bradbury and O'Neill, Town Manager Greg Larson, Public Dialogue Consortium facilitators Shawn Spano and Jennifer Mair; I also attended the meeting.

Participants developed the schedule below. Please note that this is a draft schedule; the Retreat preparation process will likely be revised and enhanced as the Commission progresses through the meetings.

February 10

At this regular Commission meeting, staff will review and answer questions regarding core Arts and Culture Commission documents; an Arts Inventory and the Art in the Council Chamber program will also be reviewed. These are listed below and attached to this memo. Please review the materials in advance of the meeting. The objective is to learn about Town programs and policies currently in place. It is anticipated that the Commission will identify documents it wishes to update/revise; if so, this can be added to the workplan.

- A. Commission Enabling Resolution
- B. Master Plan. Two versions are attached: the first is the version approved by Council (2002) and the second is a draft prepared by a Commission Sub-Committee.
- C. Public Art Selection Policy
- D. Art Programs and Services, Inventory
- E. Art in the Council Chambers documents

March 10 NOTE: Please allow 2 hours for this meeting. Commissioners should be prepared to share results from their best practice inquiries.

At this regular Commission meeting we will hear a presentation from Community Development Department Staff regarding the Town's General Plan Update. The Commission will also review programs and services offered in other communities. One or two arts professionals from near-by cities will be invited to talk about their programs.

April 15 NOTE: This meeting will be held one week later than the regular Commission meeting. The meeting is scheduled to be held from 3:30 to 6 pm.

The Commission will hold its facilitated Retreat on this day; we will confirm your ability to attend when we meet on the February 10th. The meeting will be rescheduled, if necessary. The desired outcome will be to develop the components of a two-year workplan. A draft workplan will be prepared by staff based on the discussion and presented to the Commission for consideration at its May meeting. Discussion will include a brief review of the Arts Inventory, best practices, and the Commission's role in advocating for the arts. A draft agenda is attached as **Exhibit E**.

May 12

Review the draft workplan. Approve for forwarding to Town Council.

N:/csd/art/arts commission/retreat planning

ARTS AND CULTURE COMMISSION

RESOLUTION 2009-100

RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOS GATOS AMENDING THE ARTS AND CULTURE COMMISSION ENABLING RESOLUTION AND RESCINDING RESOLUTION 1996-37

RESOLVED by the Town Council of the Town of Los Gatos, that the Town Council does hereby establish the terms and conditions for appointment to and conduct of the Arts and Culture Commission. The Commission is advisory to the Town Council and operates in the manner hereinafter prescribed.

1. Membership-Organization

- a. The Commission shall consist of nine (9) voting members, whose terms of office shall be three (3) years and until their successors are appointed by the Town Council. One (1) member of the Commission shall be an arts professional, such as an artist, art historian, art administrator, museum professional, or architect.

The terms of office of the respective members shall be staggered and overlapped in such a manner that the terms of no more than three (3) of the members expire each year.

The Town Council shall fill any vacancies occurring during the term of the Commission. The Commission shall annually designate a Chairperson and Vice-Chairperson.

- b. Five (5) members of the Commission shall constitute a quorum of the Commission for the purpose of transacting business. Any member shall have the right to present a minority view to Council in reference to any report or recommendation the Commission may take.
- c. The members of the Commission shall serve without compensation, provided that with advance budgetary approval of the Town Council, the actual and necessary expenses (if any) incurred by the members in the conduct of Town business shall be reimbursable pursuant to the provisions of the current Administrative Policy.
- d. The Commission shall establish a regular time and location for its meetings and shall otherwise call and conduct its meetings in compliance with the provisions of the Ralph M. Brown Act (Government Code Sections 54950 and following).
- e. A record of all minutes and resolutions of the Commission shall be kept and shall be a public record.
- f. Residency and meeting attendance requirements will conform with current Town Resolutions.

2. Duties and Functions

- a. The function of the Commission shall be to serve in an advisory capacity to the Town Council regarding Town policies within its scope of expertise; specifically, on the art, drama, music, and other creative activities of the community. With the prior approval of, and/or at the direction of, the Town Council or its delegate, the Commission shall receive public input, evaluate options, and make recommendations on policy issues including, but not limited to, the following:
 1. Matters affecting the artistic and/or cultural life of the community; and
 2. Local visual and performing arts efforts; and
 3. Matters in the field of art, aesthetics, and beautification.
- b. The Commission shall make recommendations to the Town Council concerning public art, under the terms of the current Town Public Art Selection Policy and Procedure.
- c. The Commission shall perform other duties as assigned by the Town Council.

BE IT FURTHER RESOLVED that Resolution 1996-37 is hereby rescinded.

PASSED AND ADOPTED at a regular meeting of the Town Council of the Town of Los Gatos, California, held on the 21st day of September, 2009, by the following vote:

COUNCIL MEMBERS:

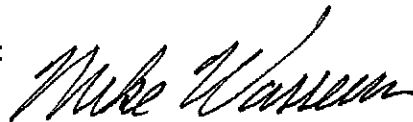
AYES: Diane McNutt, Joe Pirzynski, Steve Rice, Barbara Spector, Mayor Mike Wasserman

NAYS:

ABSENT:

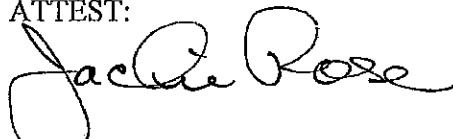
ABSTAIN:

SIGNED:



MAYOR OF THE TOWN OF LOS GATOS
LOS GATOS, CALIFORNIA

ATTEST:



CLERK ADMINISTRATOR OF THE TOWN OF LOS GATOS
LOS GATOS, CALIFORNIA

The Arts Commission Master Plan was originally adopted by Council in 1991; revised Plans were adopted by Council in 1993, 1996 and 2002.

ARTS COMMISSION MASTER PLAN

Mission Statement:

The Arts Commission encourages the understanding, development, and appreciation of creative arts activities in the Town of Los Gatos. Its purpose is to enrich people's lives through the arts and enhance a strong sense of community. The Arts Commission is advisory to the Town Council on arts programs and plans, and coordinates Council-approved arts activities.

Goals, Objectives, Activities:

- I. The Town of Los Gatos Strategic Plan and the Town of Los Gatos General Plan act as goal-setting documents for all Town activities. Through its projects, the Arts Commission shall act to implement the following goals from these documents:
 - A. Maintain Town's Unique Character and Appearance. (Strategic Plan Goal 1)
 - B. The Town should protect and promote its cultural resources. These resources include theaters, museums, art galleries, and public art. (General Plan Issue 3)
 - C. The Town should attract and encourage the performing arts in Los Gatos. This would include live theater, music, and dance. (General Plan Issue 4)
- II. The Arts Commission Master Plan, as approved by the Town Council, guides the work of the Arts Commission. The Arts Commission shall:
 - A. Review the Master Plan annually.
 - B. Encourage public input in the review process.
 - C. Develop a schedule of projects, identifying priorities and time frames for completion.
 - D. Submit the revised Plan and schedule of projects to the Town Council for consideration.
- III. The Arts Commission encourages community involvement in arts programs and projects. The Arts Commission members individually and/or collectively shall:
 - A. Actively participate in the implementation of the Master Plan.
 - B. Encourage and support collaborative art efforts within the community.
 - C. Promote Arts Commission projects and activities throughout the community as appropriate.
 - D. Cooperate with other Town Commissions and community organizations to implement projects and programs which serve the Town.
 - E. Complete site visits to those arts, cultural, and/or educational agencies receiving Community Grant funding from the Town; report impressions and findings to Arts Commission.

- F. Participate in the annual Community Grant process; review applications submitted by local arts, cultural, and educational agencies; consider site visit reports when evaluating applications; prepare and present funding recommendations to Council.
- G. Encourage arts organizations and individuals to participate in the Town Community Grant Program.
- H. Recognize significant contributions to or achievement in the arts.

IV. The Arts Commission shall develop an annual plan and budget for each project for inclusion in the Town budget development process, in the spring of each year. Specifically, the Arts Commission shall:

- A. Review all prior year project expenditures.
- B. Consider the funding needs of existing and future projects, in keeping with the scope and intent of the projects.
- C. Develop appropriate revenue sources for all planned projects.
- D. Review fundraising options and establish fundraising plans which may include one or more of the following:
 - 1. Seek funds from grant agencies as appropriate.
 - 2. Seek financial and in-kind support from the Town Council as appropriate.
 - 3. Encourage groups and individuals in the Town to support art projects through monetary donation or volunteer effort.
 - 4. Plan and sponsor fundraising events or projects to support Arts Commission projects and programs.
 - 5. Submit fundraising proposals to the Town Council for authorization.
 - 6. Develop and maintain reserve fund(s).

V. The Arts Commission seeks to enrich the community through a variety of arts programs and activities.

A. Public Art. In compliance with the Town's Public Art Selection Policy and Procedure, and with the goal of fulfilling Implementation Strategy 6, Goal 1, of the Town of Los Gatos Strategic Plan (Establish and implement public art program), the Arts Commission shall complete a variety of public art projects, as follows:

- 1. Main Street Bridge Mural Project. Painted on the base of the Main Street Bridge, the proposed 20'x75' mural will depict a landscape of the Santa Clara valley incorporating indigenous plant life and depicting Ohlone Indians. This project will also fulfill Implementation Strategy 12, Goal 1, of the Town of Los Gatos Strategic Plan (Install second public art piece along Los Gatos Creek Trail).
- 2. Civic Center Art Installation. In 2001, a competition for public art was held, and two pieces were selected for installation at the Civic Center. Both pieces are large-scale, made of metals and other media. They will be loaned to the Town by the respective artists for a period of up to two years.

3. Art in the Council Chambers. This program allows local artists, both youth and adult, to display their works in the Town Council Chambers. Works remain on display for up to approximately two months; six exhibits are held each year.
 4. Town Plaza Park. Design of the Town Plaza Renovations project (Capital Project No. 01-07) includes considerations of a variety of design elements, including landscape architecture, history, and art. The Arts Commission will continue its involvement with the Plaza Working Group, as an advisory resource for art-related design elements.
- B. Performing Arts. With the goal of fulfilling Goal HS.G.4.1 (To enrich the Town through the performing arts) of the Town of Los Gatos General Plan, the Arts Commission shall facilitate a variety of performing arts projects, as follows:
1. Music in the Plaza. This summer concert series, held in Town Plaza Park, exposes residents to a variety of musical styles, and adds to the sense of local community. The Arts Commission produces the series. This project also fulfills Policy HS.P.4.1 (Continue to support Music in the Plaza) of the Town of Los Gatos General Plan.
 2. Fourth of July Community Event. This event, first held in 2001, provides recreation, music, and dance activities to residents on Independence Day. Its goal is to promote a feeling of hometown community. Several local public and private groups, including the Arts Commission, coordinate the event. This project also fulfills Implementing Strategy HS.I.4.1 (Study the feasibility of Town-supported performing arts events) of the Town of Los Gatos General Plan.
 3. Los Gatos Shakespeare in the Park. A collective of local private organizations plans a live performance series of Shakespeare plays in Oak Meadow Park in July 2002. An Arts Commission representative will remain active in project planning and execution. This project also fulfills Policy HS.P.4.2 (Encourage public and private facilities to host performing arts events) of the Town of Los Gatos General Plan.
 4. Los Gatos Film Festival. This event, first held in 2001, provides residents with a variety of film viewing and related activities. It is held at Oak Meadow Park and the Los Gatos Cinemas. The Commission supports this event. This project also fulfills Policy HS.P.4.2 (Encourage public and private facilities to host performing arts events) of the Town of Los Gatos General Plan.

ARTS COMMISSION MASTER PLAN - 2005 DRAFT

Mission Statement:

The Arts Commission encourages the understanding, development, and appreciation of creative arts activities in the Town of Los Gatos. Its purpose is to enrich people's lives through the arts and enhance a strong sense of community. The Arts Commission is advisory to the Town Council on arts programs and plans, and coordinates Council-approved arts activities.

Goals, Objectives, Activities:

- I. The Arts Commission Master Plan, as approved by the Town Council, guides the work of the Arts Commission. The Arts Commission shall:
 - A. Review the Master Plan periodically, as needed.
 - B. Encourage public input in the review process.
 - C. Develop a schedule of projects, identifying priorities and time frames for completion.
 - D. Submit the revised Plan and schedule of projects to the Town Council for consideration.
- II. The Arts Commission encourages community involvement in arts programs and projects. The Arts Commission members individually and/or collectively shall:
 - A. Actively participate in the implementation of the Master Plan.
 - B. Encourage and support collaborative art efforts within the community.
 - C. Promote Arts Commission projects and activities throughout the community as appropriate.
 - D. Cooperate with other Town Commissions and community organizations to implement projects and programs which serve the community.
 - E. Act as liaison to community arts, cultural, and/or educational agencies; report to Arts Commission as appropriate.
 - F. Participate in the annual Community Grant process; review applications submitted by local arts, cultural, and educational agencies; prepare and present funding recommendations to Council.
 - G. Encourage arts organizations to participate in the Town Community Grant Program.
- III. The Arts Commission shall develop an annual plan and budget for each project for inclusion in the Town budget development process. Specifically, the Arts Commission shall:
 - A. Review all prior year project expenditures.
 - B. Consider the funding needs of existing and future projects, in keeping with the scope and intent of the projects.
 - C. Develop appropriate revenue sources for all planned projects.
 - D. Review fundraising options and establish fundraising plans which may include one or more of the following:

1. Seek funds from grant agencies as appropriate.
2. Seek financial and in-kind support from the Town Council as appropriate.
3. Encourage groups and individuals in the Town to support art projects through monetary donation or volunteer effort.
4. Submit fundraising proposals to the Town Council for authorization.
5. Develop and maintain reserve fund(s).

IV. The Arts Commission seeks to enrich the community through the following arts programs and activities.

- A. Art in the Council Chambers. This program allows local artists, both youth and adult, to display their works in the Town Council Chambers. Works remain on display for up to approximately two months; six exhibits are held each year.
- B. Music in the Park. This summer concert series, held at the Civic Center, exposes residents to a variety of musical styles, and adds to the sense of local community. The Arts Commission produces the series.
- C. Fourth of July Community Event. This event, first held in 2001, provides recreation, music, and dance activities to residents on Independence Day. Its goal is to promote a feeling of hometown community. Several local public and private groups, including the Arts Commission, coordinate the event.
- D. Community Grant Program. Through this program, the Town allocates general fund monies to the arts and cultural organizations. The Arts Commission reviews the applications and makes funding recommendations..

RESOLUTION 2009-103

**RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOS GATOS
AMENDING PUBLIC ART SELECTION POLICIES AND PROCEDURES
AND RESCINDING RESOLUTION 1992-78**

WHEREAS, the Town of Los Gatos has a Public Art Selection Program allowing it to commission art work and to accept art work on loan and as gifts; and

WHEREAS, the Town Council of the Town of Los Gatos wishes to revise its policies and procedures which govern the Public Art Selection Program.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Town of Los Gatos Public Art Selection Policy and Procedure (Exhibit A) is hereby adopted; and
2. Resolution 1992-78 is hereby rescinded.

PASSED AND ADOPTED at a regular meeting of the Town Council of the Town of Los Gatos, California, held on the 21st day of September, 2009, by the following vote:

COUNCIL MEMBERS:

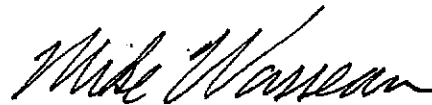
AYES: Diane McNutt, Joe Pirzynski, Steve Rice, Barbara Spector, Mayor Mike Wasserman

NAYS:

ABSENT:

ABSTAIN:

SIGNED:



**MAYOR OF THE TOWN OF LOS GATOS
LOS GATOS, CALIFORNIA**

ATTEST:



**CLERK ADMINISTRATOR OF THE TOWN OF LOS GATOS
LOS GATOS, CALIFORNIA**

**TOWN OF LOS GATOS
PUBLIC ART SELECTION POLICY AND PROCEDURE**

I. PURPOSE

The purpose of this policy is to provide a process through which the Town of Los Gatos (hereinafter Town) can accept art work on loan or as a gift as part of a Public Art Program. The policy also provides guidance to the Town and the Town of Los Gatos Arts and Culture Commission (hereinafter Commission) for purchasing existing art work and for commissioning artists to create new art work for the Town.

II. SCOPE

This policy applies to the installation of all art work loaned, gifted, purchased, or commissioned by the Town for public display. A separate process may be implemented for the installation of art work in a new Town facility or related to any Town construction project.

The Town Manager is hereby authorized to accept loans and/or gifts to the Town of art work that is valued at or below five thousand dollars (\$5,000), and that, if a loan, will be loaned to the Town for a period of five (5) years or less.

- A. All purchases and commissions by the Town of art work must be considered through the procedures outlined below in Section IV, Procedure.
- B. All loans and/or gifts to the Town of art work that is valued at more than five thousand dollars (\$5,000) and/or that, if a loan, will be loaned to the Town for a period of more than five (5) years, must be considered through the procedures outlined below in Section IV, Procedure.

III. Policy

The Town plans for public installation of art work. It is the objective of the Public Art Program to provide the community with the opportunity to enjoy access to a variety of art work and to work with a variety of artists over time. Local Los Gatos artists shall receive preferred consideration under the Public Art Program. Artists and art work from other geographic regions shall also be considered for inclusion.

IV. Procedure

- A. Art work which is to be considered for public installation shall be first reviewed by the Public Art Subcommittee (hereinafter Subcommittee), a subcommittee of the Commission. The Subcommittee shall meet only on an as-needed basis in order to consider art work under the scope of this Public Art Policy. The Subcommittee shall develop a written recommendation to the Commission. The recommendation shall include one or more proposed locations for placement of the proposed art work.
 - 1. Should the Subcommittee find that the proposed installation might have an impact on a Town park, the Subcommittee shall solicit a written recommendation from the Town of Los Gatos Parks Commission, which shall be included in the Subcommittee's recommendation to the Commission.

- B. The Commission shall consider the written recommendation of the Subcommittee at a public meeting. If the Commission finds that the proposed installation would have an impact on an identifiable section of the Los Gatos community, the Commission may also hold a community meeting. The Commission shall develop a written recommendation to the Town Council.
- C. The Town Council shall consider the written recommendation of the Commission at a public meeting. The Town Council shall make the final decision regarding a proposed public installation of art work, including its location.
- D. This procedure shall also be followed for consideration of renewal or non-renewal of loaned art work, and of the proposed deaccession of art work.

V. **Criteria and Conditions for Selection**

- A. The Town shall make no promises to exhibit art work permanently or to maintain art work as the property of the Town in perpetuity.
- B. The Town shall maintain a responsible collection, maintenance, and deaccession policy and procedure for art works which are accepted as part of the Town's Public Art Program.
- C. No acquisition shall be accepted without written permission and approval from the Town Council.
- D. Acceptance shall result in a contract between the donor or artist and the Town. (A contract for art work which is loaned will include a clearly defined period of time, with the lender retaining title to the art work.)
- E. The following shall be criteria for determining whether an art work is acceptable:
 - 1. **Aesthetics:** It shall be deemed to be an art work of lasting aesthetic value.
 - 2. **Quality:** There is inherent quality in the art work itself (i.e. art work shall not necessarily be accepted based on the artist's overall reputation).
 - 3. **Style:** An art work shall be compatible in scale, materials, form, and content with its surroundings.
 - 4. **Permanence:** Due consideration shall be given to structural/surface soundness, resistance to theft, vandalism, weathering, and excessive maintenance repair costs.
 - 5. **Public Liability:** Each art work shall be examined and approved for safety conditions and factors which may bear upon public liability.
 - 6. **Diversity:** The overall Public Art Program shall consider diversity in style, scale, and media.
 - 7. **Technical Feasibility:** (For purchases or commissions) Each art work shall be examined for convincing evidence of the artist's ability to successfully complete the art work as proposed.
 - 8. **Duplication:** To assure that the art work will not be duplicated, the artist shall be asked to warrant that the art work is unique and an edition of one, unless stated to the contrary in the contract. (Multiples shall be considered for selection at the discretion of the Commission.) **Public Comment:** The input of the community shall be solicited by the Subcommittee, Commission, and Town Council.

VI. CRITERIA FOR CONSIDERATION FOR ART WORK PLACEMENT

Prior to placement of an art work, the following factors shall be considered:

- A. Visibility
- B. Lighting
- C. Public Safety
- D. Traffic Patterns: interior, exterior, foot, and auto
- E. Location: relationship to existing art work, architecture, and natural features in the proposed vicinity
- F. Future development plans for the area
- G. Impact on the community or neighborhood in the proposed vicinity

LOS GATOS ART PROGRAMS & SERVICES INVENTORY

ART EDUCATION			
PROGRAM	SUMMARY	SCHEDULE	CONTACT
Art Docents of Los Gatos, Inc. www.artdocents.com	Expanding a child's educational and cultural experiences in order to foster the development of more flexible, innovative and creative individuals through ongoing programs in art history, art criticism, and art techniques.	PLEASE VISIT THE WEBSITE TO SEE A SCHEDULE WITH UPCOMING DATES, TIMES AND ANY ASSOCIATED COSTS	Frances Barnes (408) 335-2366 ARTDOCENTS@HOTMAIL.COM
Los Gatos Recreation www.lgsrecreation.org	Offers an amazing range of exciting programs and classes you and your family can participate in community activities of all kinds. There are hundreds of options that can enrich everyone at all ages and stages of life.	PLEASE VISIT THE WEBSITE TO SEE A SCHEDULE WITH UPCOMING DATES, TIMES AND ANY ASSOCIATED COSTS	Steve Rauwolf (408) 354-8700 STEVE@LGSRECREATION.ORG
Marvegos Fine Art School www.marvegos.com	The Marvegos approach is to grow self-directed art makers. Providing students with skills to set goals and make decisions empower students to be responsible for their own learning and manage of their own projects.	PLEASE REFER TO THE WEBSITE OR VISIT THE SCHOOL FOR FURTHER INFORMATION	Rita Young (408) 309-0671 RITA@MARVEGOS.COM
West Valley College www.westvalley.edu	Aside from their academic curriculum which includes extensive art courses, West Valley offers classes for seniors, without charge.	PLEASE REFER TO THE WEBSITE OR VISIT THE SCHOOL FOR FURTHER INFORMATION	(408) 741-2096 WVC_COMMUNITY_ED@WVMCCD.CC.CA.US

Exhibit D

LOS GATOS ART PROGRAMS & SERVICES INVENTORY

LIVE MUSIC			
PROGRAM	SUMMARY	SCHEDULE	CONTACT
4th of July Celebration www.LosGatosCA.gov	This hometown event offers fun for the whole family including games, live music, and delicious food and drink.	DATES: July 4 th , 11 AM - 5:30 PM COST: Free	Los Gatos Community Services Department (408) 354-6820 Community@LosGatosCA.gov
Jazz on the Plazz www.jazzontheplazz.com	A Wednesday-night summer music series that takes place at the Los Gatos Town Plaza.	DATES: Summer Evenings From 6:30 PM – 8:30 PM COST: Free	Marguerite Padovani (408) 399-4713 PADOVANICOM@EARTHLINK.NET
Los Gatos Community Concert Association www.lgcca.org	Four shows are provided each year/season with all concerts being held in the Los Gatos High School Theatre at 2:30 PM.	DATES: One Date in January, March, and May of 2010 Costs: Ticket prices available on website	Ray Strong or Ray Aylsworth 408-377-1106 INFO@LGCCA.ORG
Music in the Park Los Gatos Music and Arts	A concert series sponsored by local businesses and individuals that features multi-ethnic, multi-cultural and multi-generational music to the Los Gatos Community.	DATES: A ten-week, Sunday afternoon concert series held in the Summer COST: Free	Valerie Hopkins Marianne Lucchesi Hamilton
St. Luke's Episcopal Church Sunset Series Chamber Music www.stlukeslg.org	The Sunset Concert Series is performed at historic St. Luke's Episcopal Church, 20 University Ave. in downtown Los Gatos. All concerts begin at 8 p.m.	DATES: February through May 2010 COST: Ticket prices vary, please visit the website for more information	Ted Lorraine Ph: (408) 281-3965 or (408) 354-4560 TEDLORRAINE@COMCAST.NET

LOS GATOS ART PROGRAMS & SERVICES INVENTORY

OTHER ART PROGRAMS AND SERVICES			
PROGRAM	SUMMARY	SCHEDULE	CONTACT
Photographic Guild of Los Gatos www.pgigef.org	Amateur and professional photographers who are interested in staying current in the fast-changing fields of photographic equipment and techniques.	DATES: Meets once monthly and sponsors an annual photography competition, which is open to all junior photographers from high schools throughout the Bay Area. COSTS: Meetings are free and costs may be associated with field trips	Joanne Brice (408) 356-9035 JOANNE@BLOSSOMHILLCRAFTS.COM
Screen on the Green www.LosGatosCA.gov	This is a free outdoor showing of a popular film suitable for families in Oak Meadow Park in the fall.	DATES: 4 th Friday in September COST: Free	Los Gatos Community Services Department (408) 354-6820 Community@LosGatosCA.gov
Art Museum of Los Gatos www.museumsoflosgatos.org	A non-profit educational institution that promotes and encourages a greater understanding of our rich local history and the fine arts through its exhibitions, collections and programs.	DATES: Open Wednesday – Sunday 12 PM – 4 PM COST: Admission is free and the Museum offers art classes and workshops for an minimal fee	Elke Groves (408) 354-2646 ED@MUSEUMOFLOSSTATOS.ORG
Los Gatos Art Association www.lga.org	Promotes creative expression in the pictorial and allied arts by fostering high standards, extending appreciation and encouraging cooperation and camaraderie among artists.	TWO MAIN EVENTS EACH IN THE SPRING AND AUTUMN. PLEASE VISIT THE WEBSITE TO SEE A SCHEDULE INCLUDING DATES, TIMES AND ANY ASSOCIATED COSTS.	Karen Bemis (408) 315.7573 44KAREN@COMCAST.NET
Screen on the Green www.LosGatosCA.gov	Screen on the Green is a tradition in the making. This is a free outdoor showing of a popular film suitable for families in Oak Meadow Park in the fall.	DATES: 4 th Friday in September COST: Free	Los Gatos Community Services Department (408) 354-6820 Community@LosGatosCA.gov

LOS GATOS ART PROGRAMS & SERVICES INVENTORY

PERFORMANCE ART			
PROGRAM	SUMMARY	SCHEDULE	CONTACT
Festival Theatre Ensemble/ Los Gatos Shakespeare Festival www.festivaltheatreensemble.org	Performing shows at Oak Meadow Park to help bring Shakespeare to those communities which could not support a year-round repertory company.	DATES: Performances run from June through August. Please visit the website for more information COST: Ticket information is available on the website	Bruce De Les Dernier (408) 996-0635 LGSHAKES@FESTIVALTHEATREENSEMBLE.ORG
Fiesta de Artes www.lgfiesta.org	The Fiesta is the town's only venue for artisans, vintners, micro-brewers, entertainers and merchants to gather and celebrate with visitors from all over the San Francisco Bay Area.	DATES: Saturday and Sunday August 7 th and 8 th 2010 COST: Free	Paul Dubois (408) 354-8787 MUSIC_INFO@LGTIESTA.ORG Rusty Rinehart (408) 871-2696 FOOD_INFO@LGTIESTA.ORG
Plein Air Art Competition www.lgpleinair.org	Los Gatos Plein Air is a juried art exhibition and auction that brings nationally recognized Plein Air artists to Los Gatos to paint "en plein air" which refers to the 19th century style of painting "in the open air" on location.	DATES: June 3 rd – 5 th 2010 COST: The Gala, with sales is June 4 th and the open sale is June 5 th	Kelly Dougherty (408) 838-7928 KELLY.DOUGHERTY@MAC.COM Tim Lundell (408) 354-7934 TLUNDELL@EARTHLINK.NET

LOS GATOS ART PROGRAMS & SERVICES INVENTORY

VISUAL ART & ART APPRECIATION			
PROGRAM	SUMMARY	SCHEDULE	CONTACT
Art in the Council Chambers www.LosGatosCA.gov	<p>Exhibits that provide culture and enrichment for our Town are on display in the Council Chambers with an evening Artist Reception held for each exhibit, giving our community the opportunity to preview the art and meet the artists.</p>	<p>DATES: The art is available for viewing if the Council Chambers are unoccupied Monday through Friday from 9 AM to 5 PM.</p> <p>COST: Free</p>	<p>Los Gatos Community Services Department (408) 354-6820 Community@LosGatosCA.gov</p>
California View Fine Arts www.californiaviewfinearts.com	<p>Provides a relaxed environment dedicated to serving the fine art public through quality collectible historical and contemporary paintings, promotional exhibitions and conservation services.</p>	<p>PLEASE REFER TO THE WEBSITE OR VISIT THEIR STORE FOR FURTHER INFORMATION</p>	<p>(408) 354-6295 INFO@CALIFORNIAVIEWFINEARTS.COM</p>
Los Gatos Art Company www.losgatoscompany.com	<p>Located in Downtown Los Gatos, they aspire to promote American & International contemporary crafts, folk art, fine art, furniture & giftware that is unique as well as introspective with a touch of whimsy.</p>	<p>PLEASE REFER TO THE WEBSITE OR VISIT THEIR STORE FOR FURTHER INFORMATION</p>	<p>Marnie & Andy Bivetto (408) 354-2433 LGCO@LOSGATOSCOMPANY.COM</p>
Peabody Fine Art Gallery www.peabodygallery.com	<p>Located in Downtown Los Gatos displaying a large number and varying styles of artwork.</p>	<p>PLEASE REFER TO THE WEBSITE OR VISIT THEIR STORE FOR FURTHER INFORMATION</p>	<p>(408) 395-3440</p>

2010 ART IN THE COUNCIL CHAMBERS

Exhibit	Show Dates (Thursdays)	Reception Dates (Thursdays) 6:00pm-8:00pm	Council Member(s) Attending Reception
LGHS Art Students	1/7 - 3/4	Thursday, January 14, 2010	McNutt, Rice, Spector
Seniors Art Workshop	3/4 - 5/6	Thursday, March 11, 2010	McNutt, Rice, Spector, Wasserman (tent)
Local Printmakers- Mercy Smullen, Marilyn Mori, Valerie	5/6 - 7/8	Thursday, May 13, 2010	McNutt, Rice, Spector, Wasserman
SJSU faculty	7/8 - 9/9	Thursday, July 15, 2010	McNutt, Spector
Los Gatos Plein Air Painters	9/9 - 11/11	Thursday, September 16, 2010	McNutt, Rice, Spector, Wasserman (tent)
Los Gatos Art Association	11/11/10 - 1/6/11	Thursday, November 18, 2010	McNutt, Rice, Spector

Planning Notes:

Installation/De-Installation is scheduled for the Thursdays above from 10:00am - 3:00pm in the Council Chambers

Artist Receptions have the Council Chambers reserved on the Thursdays above from 5:00pm - 8:00pm, with the reception beginning at 6:00pm

Program Description:

The Town of Los of Los Gatos has established the Art in the Council Chambers to allow artists access to an exhibition forum that provides art enjoyment to a wide variety and number of the public; to enhance the environment surrounding the Civic Center; and to allow the public access to a wide variety of art expression. Exhibits are curated by a Volunteer Curator.

DRAFT AGENDA

**Town of Los Gatos
Arts and Culture Commission Meeting
April 15, 2010
3:30 – 6:00 pm
(Tentative date & time)**

Purpose: To develop the components of a two-year workplan for the Arts and Culture Commission.

Objectives:

- Review discussion of programs, services, and best practices offered by Arts Commissions in other communities (from March 10 Commission meeting)
- Develop a workplan outline, identifying key components and initial ideas for establishing goals, direction, and activities
- Review, clarify, and develop (as needed) Commission charge and responsibilities as stipulated in Town policies and procedures (from February 10 Commission meeting)
- Identify next steps to complete the workplan

Agenda

- 3:30 Roll Call
- 3:35 Approval of March 10, 2010 Minutes
- 3:40 Communications (verbal & written)
- 3:45 Setting the Retreat Context
 - Welcome and Introductions
 - Preview retreat purpose, objectives and outcomes
- 3:50 Programs, Services and Best Practices from Other Communities
 - What ideas from other communities were most intriguing and exciting to you?
 - How do these ideas connect to what is currently happening in Los Gatos (see the inventory of arts programs and services)
 - What ideas are most applicable for Los Gatos, and should be pursued?
- 4:15 Develop Workplan Outline
 - How should the workplan be organized? What are the key components and categories?
 - What key policy decisions, programs, services, and activities should the Commission pursue in the next two years?

5:30 Commission Charge and Responsibilities

- Based on Town policies and procedures, to what extent is the Commission's charge clear and collectively understood?
- What areas, if any, need additional clarity?
- Based on the draft workplan, what changes to the Commission's charge, if any, should be suggested?

5:45 Summary and Next Steps

- What decisions does the Commission need to make to complete the workplan?
- What additional work needs to be done to complete the workplan? Who will do it? When?
- What are your observations, reactions or evaluations of this retreat?

6:00 Adjourn



MEETING DATE: 1/11/10
ITEM NO: 3

COUNCIL AGENDA REPORT

DATE: JANUARY 4, 2010
TO: MAYOR AND TOWN COUNCIL
FROM: GREG LARSON, TOWN MANAGER *GL*
SUBJECT: APPROVE THE PROCESS TO SELECT A LOS GATOS POET LAUREATE TO SERVE A TWO-YEAR TERM

RECOMMENDATION:

Approve the guidelines (Attachment 1) to select a Los Gatos Poet Laureate to serve a two-year term.

BACKGROUND:

At the 2009 Council/Commission Retreat, the Library Board received a recommendation to establish a process for appointment of a Poet Laureate for the Town of Los Gatos. The appointment of the Poet Laureate is to be accomplished in time for the appointee to compose an original poem in celebration of the groundbreaking for the new library building in June, 2010, and to write a separate original work for the opening of the new facility in winter, 2011.

DISCUSSION:

Many towns and cities in the nation appoint a Poet Laureate to serve as a proponent of the written word, to spread the art of poetry, and to celebrate our culture and inspire the life of the mind. California was the first state to appoint a Poet Laureate when Ina Donna Coolbrith (1841-1928) was chosen by Governor Hiram Warren Johnson in 1915.

As a librarian at the Oakland Public Library, Coolbrith early recognized the budding genius of writer Jack London, who later spent time at Josephine McCrackin's literary salon in the Santa Cruz Mountains.

PREPARED BY:

Peggy Conaway
PEGGY CONAWAY
Library Director

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Reviewed by: BS Assistant Town Manager CK Town Attorney
____ Clerk Administrator ____ Finance ____ Community Development

DISCUSSION: (continued)

Coolbrith was also closely associated with writers Ambrose Bierce, who sometimes lived at the El Monte Hotel in Los Gatos in the 1890s, and with Joaquin Miller, the "Poet of the Sierras," who recited his poetry at the dedication of Bunker Hill Park in Los Gatos in 1897.

Los Gatos has a close connection to the second California Poet Laureate, Dr. Henry Meade Bland, who was appointed by the California State Legislature in 1929 and served until his death in 1931. Dr. Bland was principal of the Los Gatos Central School from 1887 – 1889. He is considered an eminent poet and educator in the state's history.

Los Gatos has been the home of a number of recognized authors. The appointment of an honorary Poet Laureate for a term of two years will continue the Town's literary legacy. The new Poet Laureate may be called upon to appear at selected community functions and to visit local classrooms to introduce children to poetry. The person selected will represent the people of Los Gatos and demonstrate the community's commitment to education and the arts. An appointment made in time to add to the celebrations surrounding the new Los Gatos Public Library is especially appropriate.

A panel composed of the Mayor, two members of the Los Gatos Library Board, the Library Director, a member of the Arts Commission, and a local published author will interview and evaluate the candidates for Poet Laureate. The panel will make a recommendation to the Town Council for appointment.

The process will be scheduled as follows:

February 17, 2010	Application deadline
March 10, 2010	Interviews for honorary position
April 5, 2010	Appointment of Poet Laureate
April 5, 2010 – April 4, 2012	Term of office for Poet Laureate

ENVIRONMENTAL ASSESSMENT:

Is not a project defined under CEQA, and no further action is required.

FISCAL IMPACT: Is not expected to have a fiscal impact.

ATTACHMENTS:

1. Guidelines for selection of Los Gatos Poet Laureate
2. Application form, Town of Los Gatos Poet Laureate, 2010 – 2012

Guidelines for Selection of Los Gatos Poet Laureate

Information regarding the selection of a Los Gatos Poet Laureate will be disseminated through the Town Web site (losgatosca.gov), the library's Web site (library.losgatosca.gov) and through the *Los Gatos Weekly Times*.

A panel composed of the Mayor of Los Gatos, two members of the Library Board, the Library Director, a member of the Arts Commission, and a local published author will interview and evaluate the candidates for Poet Laureate:

- Each candidate will submit a complete application, which will include copies of two original poems.
- Each candidate will submit a current resume of professional activities and achievements, highlighting projects and accomplishments in the arts.
- Each candidate will be a published poet or otherwise recognized for literary contributions.
- Each candidate must submit letters-of-recommendation from two other community members.
- Each candidate will be asked to read two short examples from their own original poetry during the interview.
- Each candidate must have been a resident of Los Gatos for three years and must be 18 years of age or older.
- Each candidate must agree to fulfill duties of the Poet Laureate for a period of two years.
- Each candidate must serve as a public advocate for the appreciation and advancement of the literary arts in Los Gatos.
- The Poet Laureate of Los Gatos will be an honorary two-year position, appointed by the Town Council.

Town of Los Gatos Poet Laureate

Application 2010 – 2012

Deadline: February 17, 2010 (Please return application, copies of two original poems, a current resume, and two letters of recommendation to Peggy Conaway, Library Director, 110 East Main Street, Los Gatos, CA 95030 by 5:00 p.m. on Wednesday, Feb. 17, 2010.)

_____ Last Name	_____ First	_____ Middle
_____ Mailing Address	_____ City	_____ State, Zip
_____ Street Address (if different)	_____ City	_____ State, Zip
_____ Daytime Phone	_____ Evening Phone	_____ E-mail

Please document your eligibility by checking Yes or No in response to the following questions:

- Y ☐ N ☐ I am at least 18 years of age.
Y ☐ N ☐ I am actively working in the field of poetry and have been published or
recognized for my contributions to poetry or other literature.
Y ☐ N ☐ I am the single creator of the two attached poems.
Y ☐ N ☐ I have been a resident of Los Gatos for three years.
Y ☐ N ☐ I am able to comfortably perform public speaking.

If you answered "no" to any of the above criteria, you are NOT eligible to serve as the Town of Los Gatos Poet Laureate.

I certify that I meet all eligibility requirements listed in these guidelines and that all the information in this application and its attachments is true and correct to the best of my knowledge.

Applicant's Signature

Date